
COMMONWEALTH OF VIRGINIA



Office of the Governor

Executive Order 32

EMPLOYEE WORKPLACE GIVING AND VOLUNTEERISM

By virtue of the authority vested in me as Governor under Article V of the Constitution of Virginia and under the laws of the Commonwealth, including but not limited to Sections 2.2-103A and 2.2-104 of the Code of Virginia, and subject to my continuing and ultimate authority and responsibility to act in such matters, I hereby authorize a Commonwealth of Virginia Campaign (CVC).

Employees of the Commonwealth have demonstrated their generosity and share a strong sense of civic responsibility with other members of their communities, the Commonwealth, and the United States by contributing millions of dollars and significant hours annually to charitable organizations. The Commonwealth of Virginia has an interest in assisting its employees in their charitable giving through a single state employee initiative that minimizes the disruption of the workplace and maximizes contributions to these organizations. The program will provide a responsive and convenient system to facilitate charitable giving and volunteerism. The goals of this program are to:

1. Provide assistance to communities and non-profit organizations in serving the needs of the community;
2. Provide an efficient and cost-effective vehicle by which state employees can voluntarily contribute to charity;
3. Recognize the generosity of state employees in giving of time and money;

4. Ensure fiscal accountability;
5. Coordinate a statewide program for workplace giving to minimize interruptions to employees from outside fundraising;

The Secretary of Administration is designated as the chief administrator and shall develop and implement operating procedures for the campaign's organization and administration. These procedures shall be in concert with the goals as set forth in this Executive Order. An advisory council of state employees shall provide recommendations for all procedures and management. The Secretary is also authorized to designate a campaign manager and other personnel as may be required for the efficient and effective conduct of the program.

This Executive Order shall become effective upon its signing and shall remain in full force and effect until June 30, 2006, unless amended or rescinded by a future executive order.

Given under my hand and under the Seal of the Commonwealth of Virginia this 17th day of August 2002.

Mark R. Warner, Governor

Attest:

Secretary of the Commonwealth